

ADULT GUARDIANSHIP HANDBOOKS BY STATE

Alabama: On Guard: Making Sensible Decisions about Guardianship

<http://www.adap.net/Guardianship.pdf>

Source: The Alabama Disabilities Advocacy Program (ADAP)

Content Type: Pamphlet

The pamphlet is available as a PDF document. It provides information about guardianships and conservatorships in Alabama. The pamphlet extensively describes the guardianship process, responsibilities of the guardian and guardian ad litem, the termination of a guardianship, and alternatives to guardianship. It makes numerous references to Alabama state law and provides short applicable examples of various guardianship and conservatorship cases.

Alaska: Powers and Duties of a Full Guardian of an Adult

<http://www.courts.alaska.gov/forms/pg-510.pdf>

Source: Alaska Court System

Content Type: Booklet

The short booklet is available as a PDF document. It provides information about the required training a guardian must perform, as well as the guardian's duties and powers specific to Alaska law. It provides information on required reports to the court; payment of the guardian; the three-year review of the guardian; requests to change the guardianship; and the death of the ward. The booklet also provides additional resources and statutes on guardian's powers and duties, as well as useful forms for guardians.

Arizona: Legal Options Manual

http://www.azgovernor.gov/ddpc/documents/FYI/DDPC_050412_LegalOptionsGuide_ENG.pdf

Source: Arizona Developmental Disabilities Planning Council

Content Type: Manual

The guide is available as a PDF. It serves as a statewide resource on guardianship and other options to meet the individual needs of people in Arizona with a developmental disability. Referencing Arizona state law, it discusses different guardianship and conservatorship issues such as defining an incapacitated person or ward; determining incapacity; determining who to appoint as a guardian; the various duties and responsibilities of a guardian; the procedure for court appointment of guardianship; the various guardianship and conservatorship options; and the termination of a guardianship or a conservatorship.

Arkansas: Guardianship: A Guide for the Families, Advocates and Friends of People with Disabilities

<http://www.ddcouncil.org/pdfs/GuardianBooklet2.pdf>

Source: Arkansas Governor's DD Council

Content Type: Booklet

The short booklet is available as a PDF document. It answers many questions about guardianship in comprehensive, non-legalistic language, such as what a guardianship is; why it is needed; who can be a guardian; who needs a guardian; what the different types

of guardianship are; how a guardian is appointed; what reports and accounting are required; what decisions require the court's approval; how a guardianship terminates; and how a guardian is substituted or removed. It also provides useful resources for guardians in Arkansas.

California: Handbook for Conservators

<http://www.lasuperiorcourt.org/probate/pdf/ConservatorshipHandbook2002.pdf>

Source: Judicial Council of California

Content Type: Handbook

The handbook is available as a PDF document. The book starts with a detailed overview of conservatorship ["conservator" is California's term for guardian of person and/or property of an adult] and comprehensively explains the role as temporary conservator of a person in chapter 2, the role as conservator for a developmentally disabled adult in chapter 3, the role as conservator of a person in chapter 4, and the role as conservator of an estate in chapter 5. It also has chapters on developing and reviewing your conservatorship plan, the role of the Probate Court, and changing conservators or ending the conservatorship. The book provides useful appendices on Medicare and other health insurance, how to find community resources, sample inventory and appraisal, sample account and report, suggested readings for conservators, and judicial council conservatorship forms.

Colorado: Introduction to Guardianship for an Adult in Colorado

<http://www.guardianshipallianceofcolorado.org/educational.html#3>

Source: Guardianship Alliance of Colorado

Content Type: Webpage

The guide is available as a webpage. It provides information on the duties and powers of guardians and conservators in Colorado; the rights, immunities and limitations of a guardian; reports to the court; general responsibilities of a guardian; decision making; the termination or modification of a guardianship; the delegation of power by a guardian; and the transfer of a guardianship to another country or state. The webpage also covers advance directives, Colorado CPR directive, proxy decision-makers for medical treatment, and the procedure for appointment of a guardian for an adult.

Connecticut: Guidelines for Conservators

<http://www.jud.ct.gov/probate/GuidelinesConservators.pdf>

Source: The Probate Courts of Connecticut

Content Type: Booklet

The booklet is available as a PDF document. It answers questions regarding the procedures, roles, and responsibilities of the Probate Court and the "conservator" [Connecticut term for guardian of person or property of an adult]. The booklet provides information about where a person applies for the appointment of a conservator; the limitations on a conservator's authority; whether a person can name a conservator in advance of incapacity; temporary and voluntary conservatorships; how a conservator is appointed in involuntary proceedings; whether the Probate Court's decision can be appealed; the costs associated with the application for conservatorship; who may be appointed conservator; visitation; the duties of the conservator of the estate and the

conservator of the person; when a conservator must have specific authority from the Probate Court before taking action; the termination of a conservatorship; whether conservators are eligible to receive compensation for their services; and circumstances when a probate bond is required for a conservator.

Delaware: Handbook for Guardians

<http://courts.delaware.gov/chancery/guardianship/HandbookforGuardians.pdf>

Source: Court of Chancery of the State of Delaware

Content Type: Handbook

The handbook is available as a PDF document. It provides information about how to obtain a guardianship of adults with diminished mental or physical capacity; how to obtain a guardianship of minors; the responsibilities of a guardian; the duties of a guardian upon termination of guardianship; mediation; and guardian commissions.

Florida: Guardianship Basics: A Handbook for Guardians

http://www.flcourts.org/gen_public/family/self_help/guardianship/bin/guardianship_basics.pdf

Source: Statewide Public Guardianship Office

Content Type: Handbook

The handbook is available as a PDF document. It is a reference guide for guardians and covers general information that the court expects all guardians to be familiar with, a glossary of the most commonly used guardianship terms and some of the most frequently asked questions as they relate to guardianship issues. The handbook provides information on the duties and responsibilities of a guardian; the guardianship process; different types of guardianship; reports required by the court; professional guardians; and public guardians.

Georgia: Handbook for Guardians and Conservators of Adults in Georgia

http://www.sji.gov/PDF/GA_Handbook_for_Guardians.pdf

Source: William J. Self, II, Georgia Council of Probate Court Judges

Content Type: Handbook

The handbook is available as a PDF document. It has been designed as an educational guide and covers general information and instructions about guardianships, conservatorships, and the reporting requirements placed upon a guardian or conservator by Georgia law. The handbook explains the appointment of guardians and/or conservators of incapacitated adults; personal status reports; inventory and asset management plans; annual and tax returns; dismissal and discharge; petitions for leave to sell and to encroach; compensation; and commissions and expenses. It also provides useful forms, additional resources and a glossary of terms and definitions.

Idaho: Guardianship and Conservatorship: Questions and Answers

http://isb.idaho.gov/pdf/legal_education/bro_guardianship.pdf

Source: Idaho State Bar Taxation, Probate and Trust Law Section

Content Type: Pamphlet

The pamphlet is available as a PDF document. The pamphlet addresses many questions about what a conservatorship or guardianship is and who needs it, how a guardian or

conservator is appointed and obtained, their duties and responsibilities, what the role of the court is, and other relevant questions concerning conservatorship and guardianship.

Illinois: Being a Guardian

<http://www.isba.org/store/clientbrochures/booklets/beingaguardian>

<http://www.illinoislawyerfinder.com/sites/default/files/pamphlets/consumer/Being%20a%20Guardian.pdf>

Source: The Elder Law Section Council of the Illinois State Bar Association

Content Type: Pamphlet/Webpage

The pamphlet is available for purchase on the ISBA website, but can also be viewed for free. If you have been appointed as a guardian by an Illinois Court, this pamphlet seeks to help answer some of your questions regarding what a guardianship is, the duties and responsibilities of a guardian, and the different types of guardianships. It also covers the filing of an inventory; what to do if the ward has been receiving Social Security or Veterans Administration benefits; the termination of guardianship; the duties of a guardian in terms of taxes, investments and accounts; and other duties and restrictions of a guardian.

Iowa: Guardianship and Conservatorship Handbook

<http://www.aging.iowa.gov/Documents/GuardianshipandConservatorshipHandbook2007.pdf>

Source: The Iowa State Bar Association: Young Lawyers Division

Content Type: Handbook

The handbook is available as a PDF document. It is designed to assist those who have been appointed as a guardian or conservator, those who are considering volunteering for such an appointment, or those who are considering the need for a guardianship or conservatorship for themselves. It explores the role and responsibilities of a guardian and a conservator; the powers guardians and conservators can exercise with and without prior court approval; the different types of guardianships and conservatorships; the process of filing guardianship or conservatorship reports; and circumstances under which guardianship or conservatorship terminates.

Kansas: A Guide to Kansas Laws on Guardianship and Conservatorship

<http://www.ksgprog.org/Publications/Guide%20to%20KS%20Law.pdf>

Source: Kansas Guardianship Program

Content Type: Handbook

The handbook is available as a PDF document. It provides information on the goal of guardianship and conservatorship; relevant definitions and terminology; priority of who may be appointed as guardian or conservator; individual or corporate guardians; general duties and responsibilities of guardians and conservators; limitations of powers of a guardian and conservator; guardian and conservator liability; confidentiality of medical records and other reports; procedures from petition to appointment; guardianship and conservatorship plans; restoration to capacity procedures; review procedures by the court; termination of guardian or conservator procedures; costs and fees; and the court.

Kentucky: Thinking About Guardianship?

<http://www.kypa.net/drupal/?q=node/1051>

Source: Kentucky Protection and Advocacy

Content Type: Booklet

The booklet is available as a PDF document. It explains what guardianship and conservatorship is; the duties of a guardian and conservator; what kinds of guardians and conservators the court might appoint; circumstances when a guardianship should be considered; alternatives to guardianship; how the court appoints a guardian or conservator; circumstances when the court would appoint a state guardian; and how to change or terminate a guardianship or conservatorship.

Maine: A Guide to Understanding Adult Guardianship and Guardianship Alternatives in Maine

<http://www.maine.gov/guardianship>

Source: Maine's Department of Health and Human Services

Content Type: Webpage

The guide is available as a webpage, which you can access by navigating the different links on the left side of the page. Maine provides a very helpful website that contains a guide to guardianships, frequently asked questions, and a tutorial which is both a course and a reference guide to help you learn about guardianship and its alternatives in order to make informed decisions.

Maryland: The Guardianship Handbook: A Guide to Adult Guardianship and Guardianship Alternatives in Maryland

<http://www.aging.maryland.gov/documents/Guardian.htm>

Source: University of Maryland School of Law

Content Type: Handbook

The chapters of the handbook are available individually as PDF documents. They can be accessed by scrolling to the bottom of the page after clicking on the "Table of Contents" link. The handbook is arranged in a question and answer format and provides information about the different types of guardianships and the guardian's responsibilities; competency and incompetency; the appointment of a guardian; the duties of a guardian of the property and guardian of the person; and emergency guardianship.

Massachusetts: Handbook for Massachusetts Guardians

<http://www.massguardianshipassociation.org/pdf/FINALHandbookforGuardians.pdf>

Source: Massachusetts Guardianship Association

Content Type: Handbook

The handbook is available as a PDF document. It is intended to help new guardians understand the process of guardianship, providing a list of definitions and resources newly appointed guardians may find useful, as well as offering advice on their powers, duties and responsibilities as a guardian, circumstances when a guardianship is terminated and the rights of incapacitated persons.

Michigan: Michigan Handbook for Guardians of Adults

http://nlrc.aoa.gov/nlrc/Legal_Issues/Guardianship/docs/Guardians_Handbook_2012.pdf

http://nlrc.aoa.gov/nlrc/Legal_Issues/Guardianship/docs/Guardians_Handbook_2012%20word.doc

Source: Bradley Geller, Michigan Long Term Care Ombudsman Program

Content Type: Handbook

The handbook is available as a PDF and Word document. It focuses on guardianships for adults under the Estates and Protected Individuals Code and is specific to Michigan law. The handbook covers the appointment of a guardian; a guardian's powers and duties in terms of financial matters, services and benefits, place of residence, paying for medical care, and medical treatment decisions; reporting to the court; visitation; charging for services; a guardian's liability; changed circumstance, such as termination or modification of guardianships, delegations of powers, resignation or removal of guardian, and appointing a successor; and the death of the individual.

Michigan Handbook for Conservators of Adults

http://nlrc.aoa.gov/nlrc/Legal_Issues/Guardianship/docs/Michigan_Conservators_Handbook_without_forms_%202012v5.doc

Source: Bradley Geller, Michigan Long Term Care Ombudsman Program

Content Type: Handbook

The handbook is available as a Word document. It focuses on conservatorships for adults under the Estates and Protected Individuals Code and is specific to Michigan law. The manual covers the powers and duties of a conservator including taking an asset inventory, record keeping, and annual accounting.

Minnesota: Conservatorship and Guardianship in Minnesota

http://www.mncourts.gov/forms/public/forms/Guardianship_Conservatorship/Guardianship_Manual/GAC101.pdf

Source: Minnesota Conference of Chief Judges

Content Type: Manual

The manual is available as a PDF document. It is a reference guide of the guardianship and conservatorship processes and the expectations of the court for each of these roles. The manual provides detailed information on conservatorships and guardianships; alternatives to guardianship or conservatorship; assessing the need for legal representation; who may act as guardian or conservator; powers, duties, and responsibilities of guardians and conservators; decision making, such as medical treatment decisions or consent for behavior controlling interventions; service planning; legal procedures and requirements, such as establishing a guardian or preparing for the hearing; court forms and procedures for the appointment of guardians and conservators; guardian, conservator, attorney and court fees; resource and referral sources; and glossary of terms.

Missouri: A Basic Guide for Understanding Guardianship and Conservatorship in Missouri

http://www.moadvocacy.org/Manuals/Guardianship_Conservatorship_2007.pdf

Source: Missouri Protection and Advocacy Services

Content Type: Guide

The manual is available as a PDF document. It aims to provide the reader with a general understanding of the guardianship law in Missouri. The manual includes terms and definitions used in guardianship and conservatorship; filing for guardianship/conservatorship; types of guardianship/conservatorship available; who may serve as a guardian or conservator; the guardianship/conservatorship hearing; duties and powers of guardians/conservators; emergencies; annual reviews of guardianship/conservatorship; termination of guardianship/conservatorship; costs of guardianship/conservatorship; and additional useful resources.

Montana: Montana Handbook for Guardians and Conservators

<http://www.montanabar.org/storelistitem.cfm?itemnumber=99>

Source: The Elderly Assistance Committee of the State Bar of Montana

Content Type: Handbook

The handbook is available for purchase for \$150 at the State Bar of Montana Bookstore. The purchase includes a book, five forms and a CD on the guardianship and conservatorship process.

Nebraska: Surrogate Decision Making In Nebraska

<http://dhhs.ne.gov/medicaid/Documents/miltc.pdf>

Source: State Unit on Aging, Nebraska Department of HHS

Content Type: Booklet

The booklet is available as a PDF document. It is designed to assist those who work with older people and individuals with disabilities in determining what options are available in situations in which surrogate decision making might be necessary. It covers topics such as payeeships, fiduciaries, advance directives, conservatorship, and guardianship.

Nevada: Handbook for Guardians

http://www.clarkcountycourts.us/shc/shc%20packets%20and%20documents/Guardian_Handbook.pdf

Source: Guardianship Office, Clark County Courts, Nevada

Content Type: Handbook

The handbook is available as a PDF document. It is intended to inform new guardians of their responsibilities and duties in terms of nutrition, health care, place of residence, establishing a budget, and paying taxes. It also provides helpful appendices of sample documents and a glossary of terms.

New Hampshire: Guardianship of Incapacitated Person; Resources

<http://www.courts.state.nh.us/probate/servicecenters/pamphlets/pamphletfiles/GuardianshipIncapinfo.pdf>

<http://www.courts.state.nh.us/probate/guardianship.htm>

Source: Court Service Centers, New Hampshire Probate Court

Content Type: Pamphlet and Website

The pamphlet is available as a PDF document and other resources are available on the Probate Court's website. The pamphlet provides general information about guardianships, including the process of petitioning for guardianship or who to contact to find more information about guardianships.

On the website, there are also useful checklists, guardianship forms and links to other resources. The checklists include topics on the guardianship of an incapacitated person, guardianship of a person & estate, guardianship of a person's estate, and conservatorship.

New Mexico: The Handbook for Guardians and Conservators: A Practical Guide to New Mexico Law

<http://www.nmddpc.com/uploads/NMGA-Guardianship-Handbook-5-07.pdf>

Source: Office of the New Mexico Attorney General

Content Type: Handbook

The handbook is available as a PDF. It is intended as a practical guide for the general public on guardianships, conservatorships, and other alternatives. The guide covers the protected persons' rights, as well as the powers and duties of a guardian or conservator. It also includes appendices of relevant resources and forms.

New York: Guide to Adult Guardianship

<http://ocfs.ny.gov/ohrd/materials/151670.pdf>

Source: The New York State Office of Children and Family Services

Content Type: Manual

The manual is available as a PDF document. It is intended to guide readers through the guardianship process. The manual covers topics such as when a court may appoint a guardian; where to file the petition; who may bring a guardianship proceeding; service and notice; timing; the petition; the court evaluator; the counsel; short term solutions; the hearing; alternatives to guardianship; a special guardian; the appointment of a guardian; the duties of a guardian; the powers of the guardian; necessary documentation; and change in guardianship. It provides advocacy tips and examples throughout the manual, as well as guardianship documents and forms.

North Carolina: NCGA Manual – For Current and Future Guardians

<https://owa.abanet.org/exchweb/bin/redir.asp?URL=http://www.ncguardian.org/guardianshipManual.php>

Source: North Carolina Guardianship Association

Content Type: Manual

The manual is available only for purchase. It can be purchased online for \$60 if you are a NCGA member or \$75 for non-members. It was developed to serve as a reference for anyone seeking information about the guardianship process in North Carolina, and can also be used as a guide for guardians who wish to become certified as a Registered Guardian in the state of North Carolina. This manual is about the process and implications of the legal ruling that results in the guardianship of an adult in North Carolina.

North Dakota: Guardianship Handbook: A Guide for Court Appointed Guardians in North Dakota

<http://www.nd.gov/dhs/info/pubs/docs/aging/guardianship-handbook-12-18-08.pdf>

Source: North Dakota Department of Human Services

Content Type: Handbook

The handbook is available as a PDF document. It is an educational guide for court appointed guardians in North Dakota. This handbook seeks to educate new guardians about their responsibilities; the different types of guardians; the rights of the ward; alternatives to guardianship; and guardianship decision-making guidelines. It also contains a section of frequently asked questions about guardianship.

Ohio: Guardian's Handbook

<http://www.mcoho.org/government/probate/docs/GUARDIANHANDBOOK1.pdf>

Source: Court of Common Pleas Probate Division, Montgomery County Ohio

Content Type: Handbook

The handbook is available as a PDF document. The goal of the handbook is to assist guardians in performing their duties. It provides general information about the guardian's duties and responsibilities; the application for authority to release ward's funds; guardian's inventory; the application for authority to expend funds; guardian's account; guardian fees and attorney fees; guardian's reports; the application for extension of time to file; and the termination of a guardianship.

Oklahoma: A Handbook for Guardians of Adults with Developmental Disabilities

<http://digitalprairie.ok.gov/cdm/singleitem/collection/stgovpub/id/6461/rec/1>

Source: Oklahoma Department of Human Services

Content Type: Handbook

The handbook is available as a PDF document. It was developed for guardians of people with developmental disabilities, but it is an excellent source of information for all guardians. It provides information on the guardianship process; the different types of guardianship; the DDSD guardianship voucher program; the responsibilities of a guardian; liabilities and limitations of a guardian; and end of life issues. It also provides helpful web sites for guardians, as well as appendices of annual reports and documents.

Oregon: Guardianship Handbook: Protective Proceedings for Adults (Third Edition)

<http://www.droregon.org/resources/5-publications-1/guardianship/DRO-Guardianship-Handbook.pdf>

Source: Disability Rights Oregon

Content Type: Handbook

The handbook is available as a PDF document. It provides information to individuals about their rights and protections under the law regarding guardianship. It addresses various guardianship and conservatorship issues and explores the powers and duties of a guardian. It also provides a worksheet for protective proceedings, including a section on values and expressed wishes, the appropriate scope of guardianship, and alternatives to guardianship.

Pennsylvania: Pennsylvania Handbook for Guardians of Incapacitated Persons

<http://eriecountygov.org/dept/courtadmin/pdf/GuardianHandbook.pdf>

Source: Court of Common Pleas, Orphans' Court Division, Thirtieth Judicial District of Pennsylvania Crawford County Courthouse

Content Type: Handbook

The handbook is available as a PDF document. It is intended to explain the “ins and outs” of Pennsylvania law as it pertains to incapacitated persons, covering the appointment of a guardian; the different types of guardianships; the beginning of the guardianship process; the responsibilities of a guardian; a guardian’s duty to file annual reports with the court; and the termination or modification of guardianships. It also contains samples of annual reports.

Rhode Island: Guardianship and Alternatives To Guardianship Booklet

http://www.ridlc.org/publications/Guardianship_and_Alternatives_To_Guardianship_Booklet.pdf

Source: Rhode Island Disability Law Center (RIDLC)

Content Type: Booklet

The booklet is available as a PDF document. It is intended as an educational guide for individuals with a disability as well as for parents and agencies to help better understand guardianship and the alternatives to guardianship. It aims to help individuals with a disability advocate for themselves to suggest viable solutions for decision-making support. The booklet provides information on the guardianship process and hearing procedures, as well as describes many alternatives to guardianship, health care, personal care, safety, and financial management. It also includes a section of frequently asked questions about guardianship.

South Carolina: Guardianships And Conservatorships In South Carolina

http://www.greenvillecounty.org/probate/GC_Forms/GCBooklet.pdf

Source: South Carolina Court Administration

Content Type: Handbook

The handbook is available as a PDF document. It outlines the responsibilities of a guardian and conservator, as well as provides information on protective proceedings, describing the legal process by which guardianships or conservatorships are established. The handbook also includes a list of useful resources and a glossary of common terms.

Utah: A Guide to Guardian Services in Utah

http://opg.utah.gov/pdf/guide_to_guardian_services.pdf

Source: Office of Public Guardian

Content Type: Guide

The guide is available as a PDF document. It provides information about the guardianship process; the guardian’s duties and responsibilities; decision making; the rights of an incapacitated individual; the termination of a guardianship; and alternatives to guardianship. It also includes a list of public and private guardianship agencies, as well legal agencies which provide legal advice and representation.

Vermont: Guardian’s Handbook: A Guide to the Responsibilities of Guardians of Adults with Mental Disabilities

<http://ddas.vermont.gov/ddas-policies/policies-guardianship/policies-guardianshipdocuments/guardians-handbook-2010>

Source: Office of Public Guardian; Department of Disabilities, Aging, and Independent Living

Content Type: Handbook

The handbook is available as a PDF document. It is intended as an educational guide for private guardians and people considering becoming guardians. It covers the guardianship process; general responsibilities of a guardian; the medical, financial, general supervision, and legal decision-making powers of a guardian; the obligations to the Probate Court; what rights are retained by the individual; the termination of the guardianship; and alternatives to guardianship. It also provides a checklist for new guardians and a list of Probate Courts and public guardian offices.

Virginia: Fourth Edition of The Virginia Handbook for Guardians and Conservators: A Practical Guide for Court-Appointed Guardians and Conservators of Adults

<http://www.vgavirginia.org/handbooks.asp>

Source: Virginia Guardianship Association

Content Type: Handbook

The handbook is available for purchase for \$15 plus shipping cost. To order the handbook, mail your check made payable to the Virginia Guardianship Association to:

Virginia Guardianship Association

P.O. Box 6357

Newport News, VA 23606

(Telephone: 804-261-4046)

The handbook is written to provide detailed information for guardians and conservators to help enhance the quality of guardianship services available in Virginia.

West Virginia: West Virginia Guardian and Conservator Handbook; Training Tutorial

<http://www.appben.org/guardianhandbook.pdf>

<http://www.state.wv.us/wvsca/GCTest/index.htm>

Source: Appalachian Benefits Assistance Corporation

Content Type: Handbook

The handbook is available as a PDF document. It is designed to provide guidance to an individual who has been appointed by the court to serve as a guardian or conservator. The handbook provides a general overview of guardianship and conservatorship, the procedure for appointing guardians and conservators, and the duties of a guardian or conservator.

The West Virginia Guardian / Conservator Online Training Tutorial is an online training program designed to educate an individual who is undertaking the responsibilities of being appointed by the court to serve as a guardian or conservator. The training may also be used to provide refresher information to existing guardians and conservators.

Wisconsin: Understanding Guardianships: A Handbook for Guardians

<http://www.legalexplorer.com/resources/database/PubPDFs/74-UNGUARD.pdf>

Source: State Bar of Wisconsin

Content Type: Handbook

The handbook is available as a PDF. It is intended to give basic information about guardianships and the guardian's duties, as well as serve as a guide for individuals acting as guardians. The handbook explains the basics of guardianship and outlines the court procedure followed to appoint a guardian and keep track of what the guardian is doing.

Chapters Three, Four, Five, and Six provide some basic guidance to a person who is planning to serve as a guardian or who has been appointed guardian. It also provides sample reports and documents.